



**AIRPORT COMMISSION AGENDA
REGULAR MEETING
City Council Chamber
421 Main Street
Chico, CA 95928
January 26, 2021
6:00 p.m.**

**COPIES OF THIS AGENDA
ARE AVAILABLE FOR
REVIEW IN THE:**

Airport Manager's Office
150 Airpark Blvd., Suite 110
Chico, CA 95973
(530) 896-7216

Agenda available online at:
www.ci.chico.ca.us

AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

PUBLIC PARTICIPATION:

PUBLIC PARTICIPATION: This meeting is being conducted in accordance with Executive Order N-29-20. The public may view the meeting on Comcast Channel 11.

Due to the COVID-19 pandemic, the public shall have an opportunity to address the Airport Commission by email, on any item described in the agenda before or during consideration of that item. (Government Code § 54954.3(a)). The Airport Commission is prohibited by law from considering any other business at this meeting.

Public comment will also be accepted by email with the subject line PUBLIC COMMENT ITEM _____, sent to airportpubliccomments@chicoca.gov before and during the meeting, prior to the close of public comment on an item. The public is encouraged not to send more than one email per item and not to comment on numerous items in one email.

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

2. **CONSENT AGENDA**

All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION MEETING MINUTES**

Approve minutes of the Regular Airport Commission meeting on October 27, 2020 (Attachment 1).

3. **ITEMS REMOVED FROM CONSENT AGENDA** (if any)

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **CONSIDERATION OF REQUESTS FOR HANGAR LEASE ASSIGNMENT AND ASSUMPTIONS**

The Commission will consider four (4) requests from current Hangar Lessee's to sell their leased hangar spaces to other individuals. In accordance with AP&P 90-16, the assignment of the lease needs to be reviewed and approved by the Commission prior to execution of the Lease Agreements.

Recommendation: The Interim Airport Manager recommends approval of the following Minute Orders to authorize the City Manager to execute Consent to Assignment and Assumption Agreements for the following four (4) hangar leases.

6.1.1 **Minute Order 01-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Dunkly, Lessee and Assignor/Dan Jay, Assignee) Hangar Space No. B-13 (Attachment 2).

6.1.2 **Minute Order 04-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Dunkly, Lessee and Assignor/ Stan & Leslie Gungl, Assignee) Hangar Space No. C-6 (Attachment 3).

6.1.3 **Minute Order 03-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Steve Powers, Lessee and Assignor/ Stan & Leslie Gungl, Assignee) Hangar Space No. C-10 (Attachment 4).

6.1.4 **Minute Order 02-21** authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Dan Jay, Lessee and Assignor/Dan Dunkly, Assignee) Hangar Space No. C-12 (Attachment 5)

7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

8. **REPORTS AND COMMUNICATION**

The following reports and communication items are provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER UPDATE**

- Verbal reports from Erik Gustafson, Public Works Director – Operations & Maintenance and Rod Dinger, Interim Airport Manager.

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners will report on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

- A. Finance Committee – Chapman
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) Alternate – Antolock
- D. North Valley Aviation Association (NVAA) – open
- E. JetChico – MacMichael, Nichols

9. **ADJOURNMENT**

Adjourn to a Regular Airport Commission meeting on April 27, 2021 at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, CA.



Please contact the Airport Manager's Office at (530) 896-7216 if you require an agenda in an alternative format or if you need to request a disability-related modification or accommodation to participate in a meeting. This request should be received at least three working days prior to the meeting to accommodate your request.

POSTED: 1/22/2021



ATTACHMENT 1



**AIRPORT COMMISSION MINUTES
REGULAR MEETING
City Council Chamber
October 27, 2020
6:00 p.m.**

**COPIES OF THIS AGENDA
ARE AVAILABLE FOR
REVIEW IN THE:**

Airport Manager's Office
150 Airpark Blvd., Suite 110
Chico, CA 95973
(530) 896-7216

Agenda available online at:
www.ci.chico.ca.us

AIRPORT COMMISSION

Mike Antolock, Chair
Martin Nichols, Vice-Chair
BT Chapman
Linda MacMichael
Thomas Nolan-Gosling

PUBLIC PARTICIPATION:

PUBLIC PARTICIPATION: This meeting is being conducted in accordance with Executive Order N-29-20. The public may view the meeting on Comcast Channel 11.

Due to the COVID-19 pandemic, the public shall have an opportunity to address the Airport Commission by email, on any item described in the agenda before or during consideration of that item. (Government Code § 54954.3(a)). The Airport Commission is prohibited by law from considering any other business at this meeting.

Public comment will also be accepted by email with the subject line PUBLIC COMMENT ITEM ____, sent to airportpubliccomments@chicoca.gov before and during the meeting, prior to the close of public comment on an item. The public is encouraged not to send more than one email per item and not to comment on numerous items in one email.

1. **REGULAR AIRPORT COMMISSION MEETING**

1.1 **CALL TO ORDER**

Called to order by Chair Antolock at 6:00 p.m.

1.2 **PLEDGE OF ALLEGIANCE**

1.3 **ROLL CALL**

Present: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
Absent: None

2. **CONSENT AGENDA** – All matters listed under the Consent Agenda are to be considered routine and enacted by one motion.

2.1 **APPROVAL OF AIRPORT COMMISSION MEETING MINUTES**

Approved minutes of the Special Airport Commission meeting on August 25, 2020 (Attachment 1).

Public Comments: None

AYES: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
NOES: None

2.2 **MINUTE ORDER**

Adopted minute order authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property (Attachment 2).

Minute Order 06-20 authorizing the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport (City of Chico/Jimmie Bryant, Lessee and Assignor/Norm Nielsen, Assignee) Hangar Space No. C-2.

3. **ITEMS REMOVED FROM CONSENT AGENDA**

Item 2.2 was pulled by Commissioner Nolan-Gosling, motioned to remove by Vice-Chair Nichols and seconded by Commissioner MacMichael. Commissioner Nolan-Gosling ask about the timing and why wasn't this brought to the Commission earlier since it has an effective date of April 1, 2020. Interim Airport Manager explained that Nielsen never got a Minute Order so, it is being brought forward to the Commission for approval.

Public Comments: None

A motion was made by Commissioner Nolan-Gosling and seconded by Commissioner Chapman to adopt Minute Order 06-20.

The motions carried by the following votes:

AYES: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling
NOES: None

Chair Antolock directed staff to come up with map of the Airport that includes locations of hangars and frontage businesses that would be easy to view at Commission meetings.

4. **NOTICE OF PUBLIC HEARINGS** – None

5. **CLOSED SESSION** – None

6. **REGULAR AGENDA**

6.1 **UPDATE ON TAXIWAY A RECONSTRUCTION PHASE 2 (AIP NO. 40)**

The Airport Commission received an update on the status of the Reconstruction of Taxiway A Phase 2 (Verbal Report – Rod Dinger, Interim Airport Manager and Erik Gustafson, Public Works Director-Operations & Maintenance).

Public Comments: None

6.2 **UPDATE ON OTHER AIRPORT ITEMS**

The Airport Commission received an update on other Airport items (Verbal Report – Erik Gustafson, Public Works Director-Operations & Maintenance).

Public Comments: None

6.3 **MINUTE ORDER**

Adopted minute order authorizing the City Manager to execute a lease of real property (Attachment 3).

Public Comments: None

A motion was made by Vice-Chair Nichols and seconded by Commissioner Nolan-Gosling to adopt Minute Order 07-20.

Minute Order 07-20 authorizing the City Manager to execute a lease of real property at the Chico Municipal Airport (City of Chico/State of California) for property located at 1325 Fortress Street.

The motion carried by the following votes:

AYES: Antolock, Nichols, Chapman, MacMichael, Nolan-Gosling

NOES: None

7. **BUSINESS FROM THE FLOOR**

Members of the public may address the Commission at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Commission cannot take any action at this meeting on requests made under this section of the agenda.

Public Comments: Norm Rosene emailed comments.

Chair Antolock directed that the City acknowledge to Mr. Rosene that the Commission received his letter at the October 27, 2020 meeting.

8. **REPORTS AND COMMUNICATION**

The following reports and communication items are provided for the Commission's information. No action can be taken on the items unless the Commission agrees to include it on a subsequent agenda.

8.1 **AIRPORT MANAGER UPDATE**

➤ Budget Monitoring Reports (Attachment 4)

8.2 **AIRPORT COMMISSIONER REPORTS**

Commissioners reported on airport related items that have been addressed by their assigned committee, commission or association since the last Airport Commission meeting (if any).

- A. Finance Committee – Chapman
- B. Internal Affairs Committee – Nolan-Gosling
- C. Butte County Airport Land Use Commission (ALUC) Alternate – Antolock
- D. North Valley Aviation Association (NVAA) – open
- E. JetChico – MacMichael, Nichols

9. **ADJOURNMENT**

Adjourned to a Regular Airport Commission meeting on January 26, 2021 at 6:00 p.m. in the City Council Chamber located at 421 Main Street, Chico, CA.

Date Approved: January 26, 2021



CHICO MUNICIPAL AIRPORT
Choose Chico → We're Going Places

ATTACHMENT 2

**CITY OF CHICO
AIRPORT COMMISSION MINUTE ORDER NO. 01-21**

SUBJECT: AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A CONSENT TO ASSIGNMENT AND ASSUMPTION, LEASE OF REAL PROPERTY AT THE CHICO MUNICIPAL AIRPORT (CITY OF CHICO/DAN DUNKLY) HANGAR SPACE NO. B-13

EXPLANATION PROVIDED BY: Interim Airport Manager

Initials (RD)

1. On June 8, 2020 Dan Jay notified the City that he intends to sell Hangar B-13 to Dan Dunkly immediately. The sale was finalized on June 8, 2020.
2. The lease with Dan Jay is the standard ABC row hangar lease. It has an initial term of one year and will automatically extend for successive one-year terms unless either party gives at least a 90-day notice of termination. The rent will be per the Airport Fee Schedule, currently \$865.06 per year, with annual Consumer Price Index (CPI) adjustments.
3. The lease states that upon termination or expiration of this lease by expiration of the lease term or legal process and provided Lessee has not renegotiated a new lease with the City or removed its hangar from the lease premises, Lessee shall be responsible for removing all hangars erected on the leased property, all at Lessee's sole cost and expense. Provided that if, on the 90th day following the termination or expiration of this lease, a hangar remains on the leased property, then such hangar shall thereafter, at the election of the City, become the property of City without legal notice or the payment of any compensation therefor and City may thereafter further lease for its own account or dispose of the hangar in any manner at its sole discretion.
4. In accordance with AP&P 90-16: The assignment of any lease, shall be reviewed and approved by the Commission prior to execution by the City Manager.

RECOMMENDATION: Interim Airport Manager

Initials (RD)

That the Airport Commission approve this Minute Order and authorize the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport. (City of Chico/Dan Dunkly) Hangar Space No. B-13.

INTERIM AIRPORT MANAGER:

Initials (RD)

AIRPORT COMMISSION (MEETING OF 1/26/2021)

I hereby certify that the Airport Commission took the following action on this Minute Order:

Approved Other (explain below)

Rod Dinger, Interim Airport Manager

CERTIFICATION

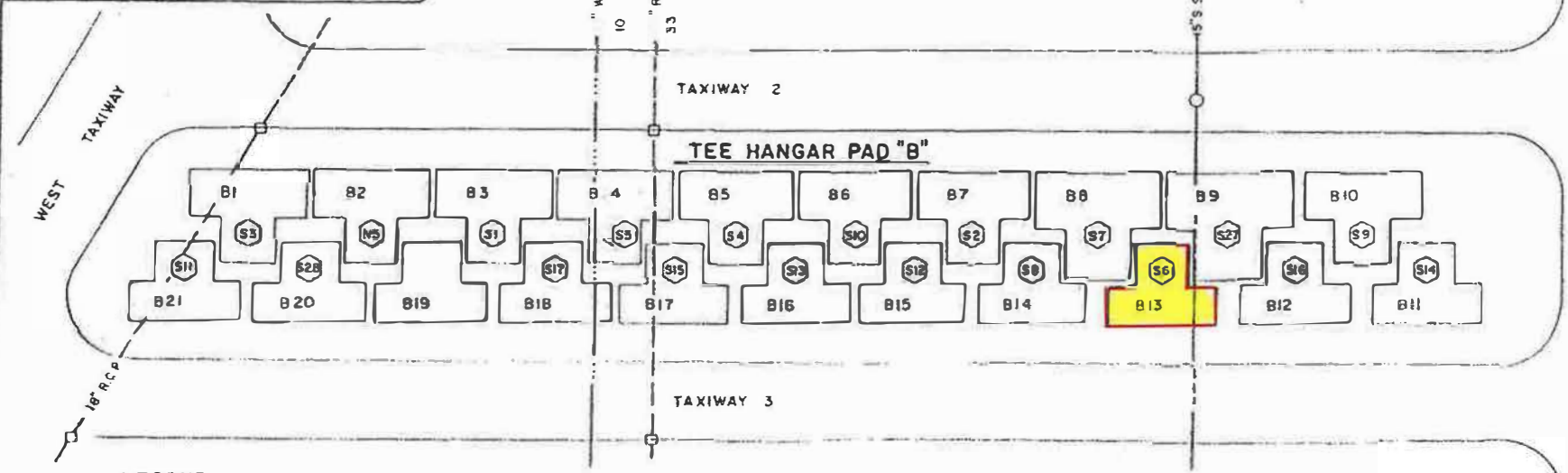
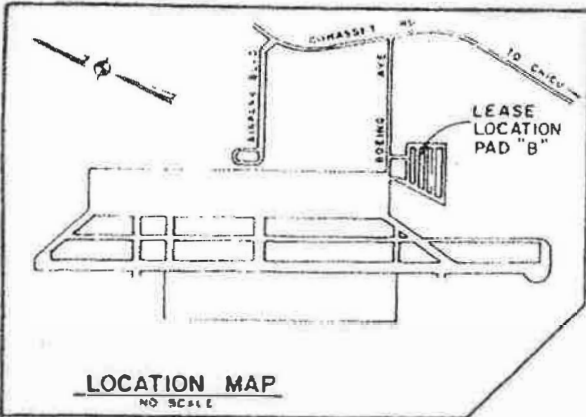
I hereby certify that the above is a true and correct copy of the original Minute Order on file in the office of the Airport Manager.

Rod Dinger, Interim Airport Manager

DISTRIBUTION

Preliminary:

Final:



LEGEND

- B2 PERMANENT TEE HANGAR SPACE NUMBER
- (N2) TEMPORARY TEE HANGAR SPACE NUMBER



EXHIBIT "A"

CITY OF CHICO DEPT. OF PUBLIC WORKS			
Plat to accompany Consent to Assignment and Assumption to Same Saveah			TEE HANGAR SPACE B-13
DRAWN BY T J M	CHECKED BY M H	DATE AUG, 1985	SCALE NO SCALE
APPROVED BY <i>[Signature]</i> DI SIGN ENGINEER		APPROVED BY <i>[Signature]</i> DIRECTOR OF PUBLIC WORKS	
		26552	R.C.E. 40

CHICO MUNICIPAL AIRPORT
GENERAL AVIATION HANGAR ROWS



ATTACHMENT 3

**CITY OF CHICO
AIRPORT COMMISSION MINUTE ORDER NO. 04-21**

SUBJECT: AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A CONSENT TO ASSIGNMENT AND ASSUMPTION, LEASE OF REAL PROPERTY AT THE CHICO MUNICIPAL AIRPORT (CITY OF CHICO/DAN DUNKLY) HANGAR SPACE NO. C-6

EXPLANATION PROVIDED BY: Interim Airport Manager

Initials (RD)

1. On November 2, 2020 Stan and Leslie Gungl notified the City that he intended to sell Hangar C-6 to Dan Dunkly immediately. The sale was finalized on November 2, 2020.
2. The lease with Stan and Leslie Gungl is the standard ABC row hangar lease but includes twelve total C-row hangars. Stan and Leslie Gungl desire to sell some of their hangars. It has an initial term of one year and will automatically extend for successive one-year terms unless either party gives a least a 90-day notice of termination. The rent will be per the Airport Fee Schedule, currently \$10,180.92 per year, with annual Consumer Price Index (CPI) adjustments. This calculates out to \$848.41 per hangar.
3. The lease states that upon termination or expiration of this lease by expiration of the lease term or legal process and provided Lessee has not renegotiated a new lease with the City or removed its hangar from the lease premises, Lessee shall be responsible for removing all hangars erected on the leased property, all at Lessee's sole cost and expense. Provided that if, on the 90th day following the termination or expiration of this lease, a hangar remains on the leased property, then such hangar shall thereafter, at the election of the City, become the property of City without legal notice or the payment of any compensation therefor and City may thereafter further lease for its own account or dispose of the hangar in any manner at its sole discretion.
4. In accordance with AP&P 90-16: The assignment of any lease, shall be reviewed and approved by the Commission prior to execution by the City Manager.

RECOMMENDATION: Interim Airport Manager

Initials (RD)

That the Airport Commission approve this Minute Order and authorize the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport. (City of Chico/Dan Dunkly) Hangar Space No. C-6.

INTERIM AIRPORT MANAGER:

Initials (RD)

AIRPORT COMMISSION (MEETING OF 1/26/2021)

I hereby certify that the Airport Commission took the following action on this Minute Order:

Approved Other (explain below)

Rod Dinger, Interim Airport Manager

CERTIFICATION

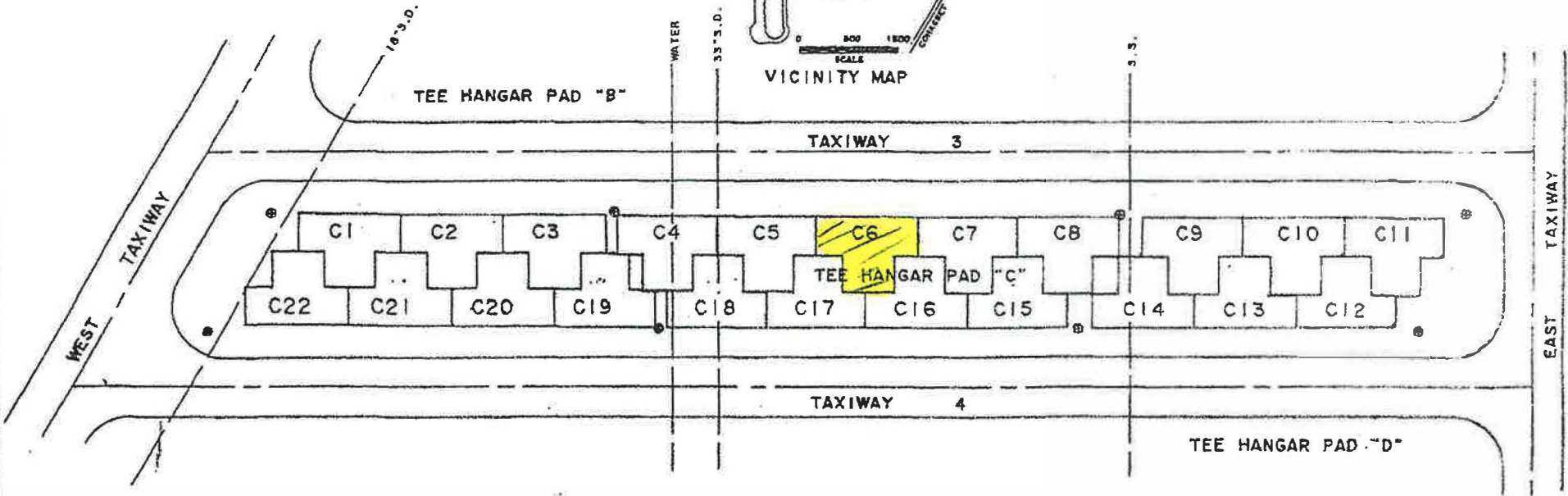
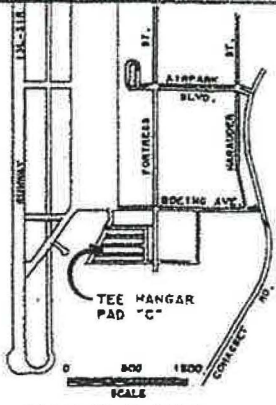
I hereby certify that the above is a true and correct copy of the original Minute Order on file in the office of the Airport Manager.

Rod Dinger, Interim Airport Manager

DISTRIBUTION

Preliminary:

Final:



LEGEND
● TAXIWAY LIGHTS

EXHIBIT "A"

CITY OF CHICO DEPT. OF PUBLIC WORKS			
LIST TO ACCOMPANY LEASE TO:			TEE HANGAR SPACE <i>C6</i>
DESIGNED BY G. W.	CHECKED BY T. V.	DATE JUNE, 1990	SCALE 1" = 60'
<i>M. J. [Signature]</i> DESIGN CHIEF		DIRECTOR OF PUBLIC WORKS S.C.S., INC.	

CHICO MUNICIPAL AIRPORT
GENERAL AVIATION HANGAR ROWS



ATTACHMENT 4

**CITY OF CHICO
AIRPORT COMMISSION MINUTE ORDER NO. 03-21**

SUBJECT: AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A CONSENT TO ASSIGNMENT AND ASSUMPTION, LEASE OF REAL PROPERTY AT THE CHICO MUNICIPAL AIRPORT (CITY OF CHICO/STEVE POWERS) HANGAR SPACE NO. C-10

EXPLANATION PROVIDED BY: Interim Airport Manager

Initials (*RD*)

1. On December 1, 2020 Stan and Leslie Gungl notified the City that he intended to sell Hangar C-10 to Steve Powers immediately. The sale was finalized on December 1, 2020.
2. The lease with Stan and Leslie Gungl is the standard ABC row hangar lease. It has an initial term of one year and will automatically extend for successive one-year terms unless either party gives a least a 90-day notice of termination. The rent will be per the Airport Fee Schedule, currently \$710.40 per year, with annual Consumer Price Index (CPI) adjustments.
3. The lease states that upon termination or expiration of this lease by expiration of the lease term or legal process and provided Lessee has not renegotiated a new lease with the City or removed its hangar from the lease premises, Lessee shall be responsible for removing all hangars erected on the leased property, all at Lessee's sole cost and expense. Provided that if, on the 90th day following the termination or expiration of this lease, a hangar remains on the leased property, then such hangar shall thereafter, at the election of the City, become the property of City without legal notice or the payment of any compensation therefor and City may thereafter further lease for its own account or dispose of the hangar in any manner at its sole discretion.
4. In accordance with AP&P 90-16: The assignment of any lease, shall be reviewed and approved by the Commission prior to execution by the City Manager.

RECOMMENDATION: Interim Airport Manager

Initials (*RD*)

That the Airport Commission approve this Minute Order and authorize the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport. (City of Chico/Steve Powers) Hangar Space No. C-10.

INTERIM AIRPORT MANAGER:

Initials (*RD*)

AIRPORT COMMISSION (MEETING OF 1/26/2021)

I hereby certify that the Airport Commission took the following action on this Minute Order:

Approved Other (explain below)

Rod Dinger, Interim Airport Manager

CERTIFICATION

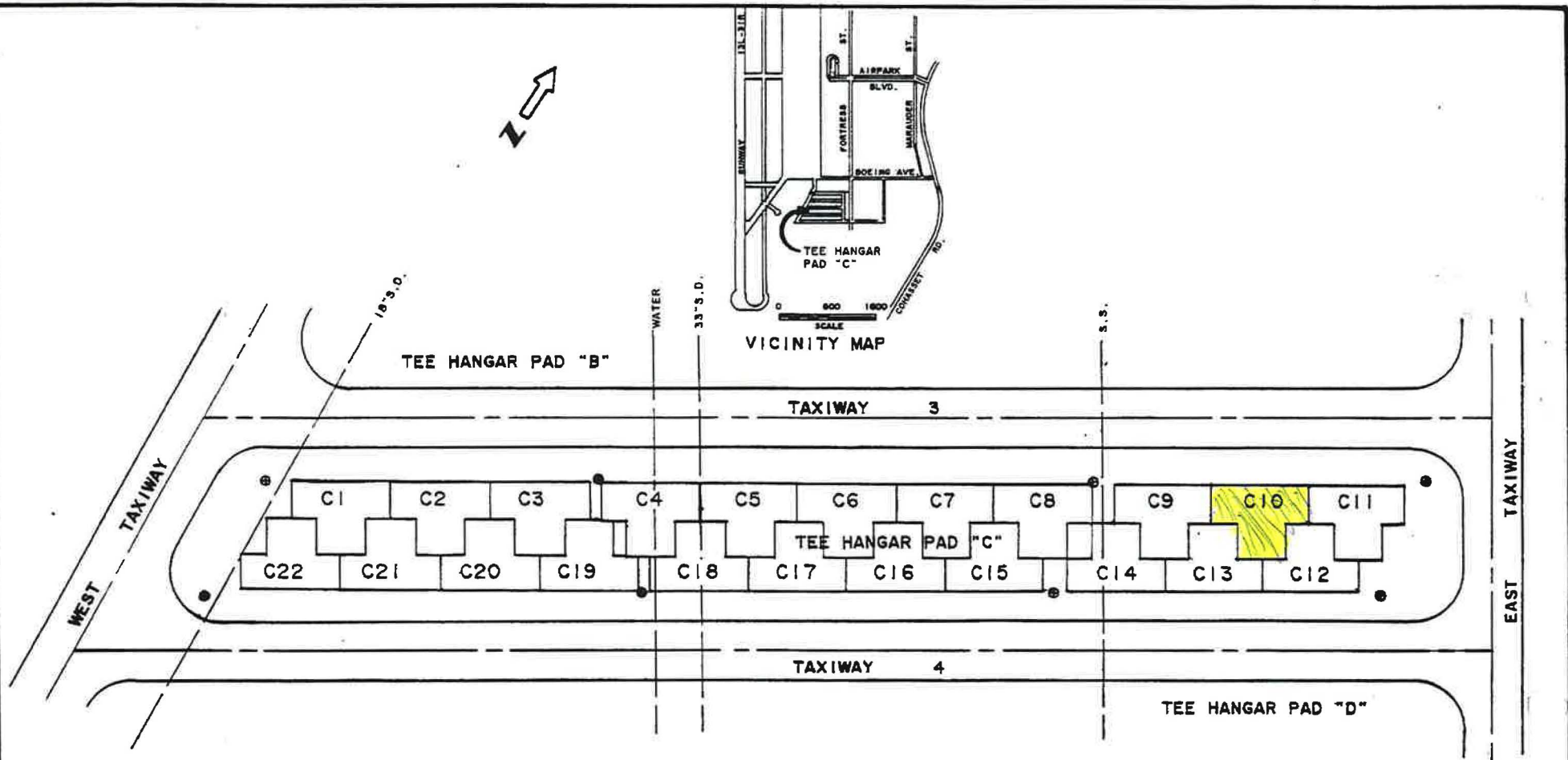
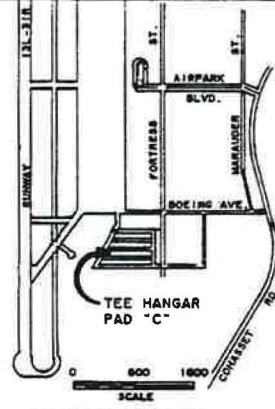
I hereby certify that the above is a true and correct copy of the original Minute Order on file in the office of the Airport Manager.

Rod Dinger, Interim Airport Manager

DISTRIBUTION

Preliminary:

Final:



LEGEND

● TAXIWAY LIGHTS

EXHIBIT "A"

CITY OF CHICO DEPT. OF PUBLIC WORKS			
PLAT TO ACCOMPANY LEASE TO:			TEE HANGAR
STAN GUNGL			SPACE C-10
DRAWN BY RF	CHECKED BY T.V.	DATE. MKH7804	SCALE 1" = 50'
DESIGN ENGINEER		APPROVED BY <i>[Signature]</i>	ASSIST. DIRECTOR OF PUBLIC WORKS
		R.C.E. NO.	

CHICO MUNICIPAL AIRPORT
GENERAL AVIATION HANGAR ROWS



ATTACHMENT 5

**CITY OF CHICO
AIRPORT COMMISSION MINUTE ORDER NO. 02-21**

SUBJECT: AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A CONSENT TO ASSIGNMENT AND ASSUMPTION, LEASE OF REAL PROPERTY AT THE CHICO MUNICIPAL AIRPORT (CITY OF CHICO/DANFORD JAY) HANGAR SPACE NO. C-12

EXPLANATION PROVIDED BY: Interim Airport Manager

Initials (RD)

1. On June 8, 2020 Dan Dunkly notified the City that he intends to sell Hangar C-12 to Dan Jay immediately. The sale was finalized on June 8, 2020.
2. The lease with Dan Dunkly is the standard ABC row hangar lease. It has an initial term of one year and will automatically extend for successive one-year terms unless either party gives at least a 90-day notice of termination. The rent will be per the Airport Fee Schedule, currently \$429.20 per year, with annual Consumer Price Index (CPI) adjustments.
3. The lease states that upon termination or expiration of this lease by expiration of the lease term or legal process and provided Lessee has not renegotiated a new lease with the City or removed its hangar from the lease premises, Lessee shall be responsible for removing all hangars erected on the leased property, all at Lessee's sole cost and expense. Provided that if, on the 90th day following the termination or expiration of this lease, a hangar remains on the leased property, then such hangar shall thereafter, at the election of the City, become the property of City without legal notice or the payment of any compensation therefor and City may thereafter further lease for its own account or dispose of the hangar in any manner at its sole discretion.
4. In accordance with AP&P 90-16: The assignment of any lease, shall be reviewed and approved by the Commission prior to execution by the City Manager.

RECOMMENDATION: Interim Airport Manager

Initials (RD)

That the Airport Commission approve this Minute Order and authorize the City Manager to execute a Consent to Assignment and Assumption, Lease of Real Property at the Chico Municipal Airport. (City of Chico/Danford Jay) Hangar Space No. C-12.

INTERIM AIRPORT MANAGER:

Initials (RD)

AIRPORT COMMISSION (MEETING OF 1/26/2021)

I hereby certify that the Airport Commission took the following action on this Minute Order:

Approved Other (explain below)

Rod Dinger, Interim Airport Manager

CERTIFICATION

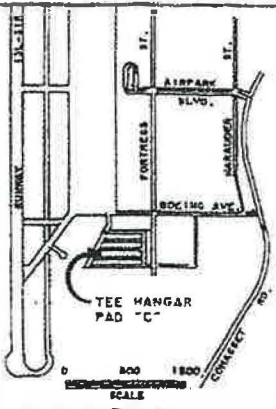
I hereby certify that the above is a true and correct copy of the original Minute Order on file in the office of the Airport Manager.

Rod Dinger, Interim Airport Manager

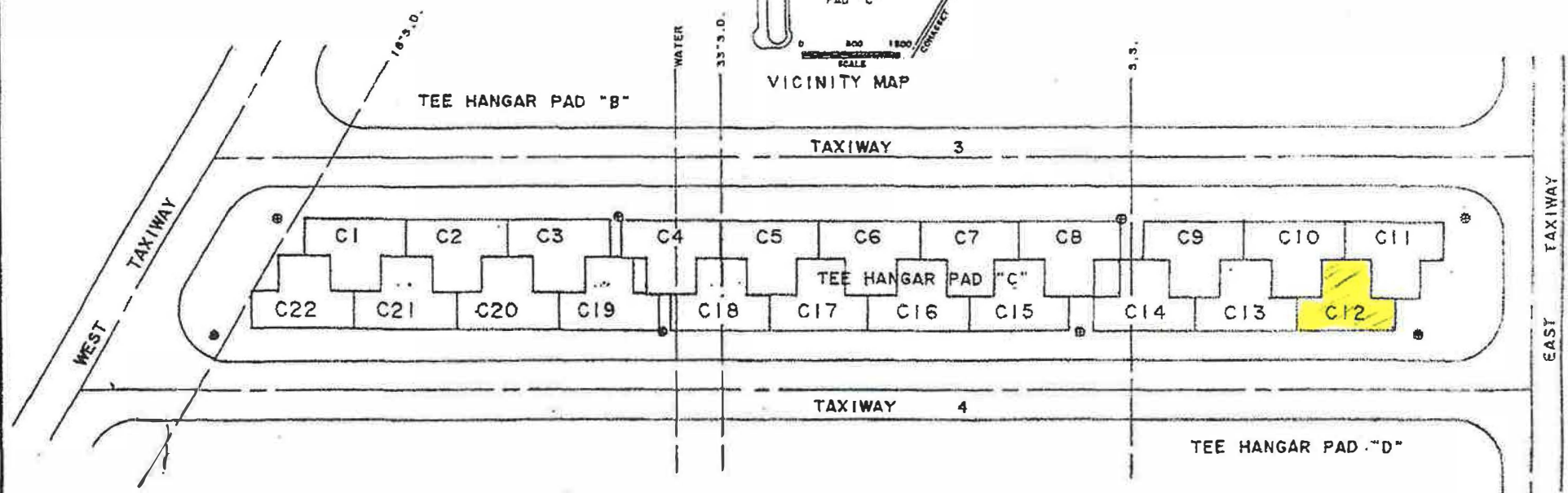
DISTRIBUTION

Preliminary:

Final:



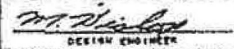
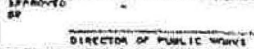
VICINITY MAP



LEGEND

- TAXIWAY LIGHTS

EXHIBIT "A"

CITY OF CHICO DEPT. OF PUBLIC WORKS			
LIST TO ACCOMPANY LEASE TO:			TEE HANGAR SPACE C12
DRAWN BY C.M.	CHECKED BY T.V.	DATE JUNE, 1950	SCALE 1" = 50'
 DESIGN ENGINEER		APPROVED BY  DIRECTOR OF PUBLIC WORKS	
		H.C.E. 40	

CHICO MUNICIPAL AIRPORT
GENERAL AVIATION HANGAR ROWS

